



# State of Illinois Tobacco Product Distributor Affidavit for 2011 Sales

See Page 4 Instructions before completing.

**MAIL BY JANUARY 20, 2012**

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The following affidavit must be completed if your business has an Illinois Tobacco Products license. You are required to complete this affidavit even if your Tobacco Products license is currently inactive but was active at any time during 2011. All sections of the affidavit must be completed. If a certain section does not apply to your business please mark it with "n/a" and give a brief explanation.

## Part 1: Distributor Identification

Company Name		FEIN
Mailing Address		
City	State	Zip Code
Phone	Fax	Web Address
Illinois Business Tax No.		Illinois TP License No.
Name and title of person completing this affidavit		

## Part 2: Designated Contact

Name		Title
Mailing Address		
City	State	Zip Code
Phone	Fax	E-Mail

## Part 3: Questions relating to your business

Our sales of tobacco products represent (Check all that apply)

- |   |  |                                       |
|---|--|---------------------------------------|
| <input type="checkbox"/> Stamped Cigarettes   | <input type="checkbox"/> <b>RYO/MYO for which<br/>WE PAY the Illinois OTP tax</b>                  | <input type="checkbox"/> Pipe Tobacco |
| <input type="checkbox"/> Unstamped Cigarettes | <input type="checkbox"/> <b>RYO/MYO for which<br/>ANOTHER ENTITY PAYS the Illinois OTP<br/>tax</b> | <input type="checkbox"/> Snuff        |
| <input type="checkbox"/> Little Cigars        | <input type="checkbox"/> Other: _____  | <input type="checkbox"/> Cigars       |

Our sales of tobacco products are to the following (Check all that apply)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Sales to other distributors | <input type="checkbox"/> Retail sales to customers | <input type="checkbox"/> Mail order sales |
| <input type="checkbox"/> Sales to retailers          | <input type="checkbox"/> Internet sales            | <input type="checkbox"/> Other _____      |

If your business does not pay the Illinois OTP tax for the RYO/MYO that you sell, please list the name of the product and the name of the entity that pays the Illinois OTP tax. Attach additional pages as needed.






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## Part 5: Little Cigars

*You must check Yes or No.*

Does your business sell Little Cigars in Illinois? ☐ Yes ☐ No

If yes, list the brand and manufacturer below:

Brand	Manufacturer	Brand	Manufacturer	Brand	Manufacturer

## Part 6: Internet/Mail Order Sales

*You must check Yes or No or Not Applicable.*

Has the Illinois OTP tax been paid prior to sale via internet or mail order?

Internet Sales

☐ Yes

☐ No

☐ Not Applicable

Mail Order Sales

☐ Yes

☐ No

☐ Not Applicable

Are Internet/Mail Order sales made with permission of the manufacturer?

Internet Sales

☐ Yes

☐ No

☐ Not Applicable

Mail Order Sales

☐ Yes

☐ No

☐ Not Applicable

If yes, list the manufacturers: \_\_\_\_\_

**For Internet Sales**, please provide the website address(es) that are used for the sales:

**For Mail Order sales**, please identify the publications or other venues where the products are advertised:



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### Part 7: Cigarette Making Machine Sales

*You must check Yes or No.*

Does your business have a Cigarette Making Machine that your employees and/or customers use to make stick cigarettes onsite from RYO/MYO, pipe or other tobacco? ☐ Yes ☐ No

### Part 8: Distributor Certification

Under penalties of perjury, I state that, to the best of my knowledge, all of the information contained in this Affidavit and any attached documents are true and accurate. ***This document must be signed and dated by an authorized notary public.***

Distributor's Designee (Print Name)

Title

Signature of Distributor's Designee

Date

Subscribed and sworn to  
before me this date:

Signature of Notary Public

County

Commission Expires

### Mail by January 20, 2012

Submit the completed Affidavit to:

**Illinois Attorney General  
Tobacco Enforcement Bureau  
500 South Second Street  
Springfield IL 62706**

#### For Additional Forms and Information

Phone (217) 785-8541

Fax (217) 524-4701

[www.IllinoisAttorneyGeneral.gov](http://www.IllinoisAttorneyGeneral.gov) (Click on Tobacco)

#### Instructions:

- ▶ All TP license holders must complete this Affidavit, regardless of whether they sold tobacco products during 2011.
- ▶ Do not include product on which the OTP tax was paid by another licensee in response to Parts 4-5.
- ▶ Where one company holds a number of licenses, each license holder must complete a separate Affidavit. The license holder that pays the Illinois OTP tax must complete Parts 4-5.
- ▶ Respond to each item. If a question does not apply, please explain.
- ▶ Distributors are responsible for their own calculations. If computer reports are provided in response to Parts 4 and 5, they must include the total for 2011 by brand family.
- ▶ Use Addendum forms as needed. Attach additional pages where explanations are required.

#### Definitions:

- ▶ Cigarette Making Machine as used in Part 7 refers to the machines that are intended for use in a commercial setting. It does NOT include cigarette rolling machines intended and designed for use by individual consumers who do not intend to offer the resulting product for resale. Hot Rod Filling Station is an example of Cigarette Making Machine.
- ▶ "Little Cigars" as used in Part 3 and Part 5 refer to small cigars, sized like cigarettes, but in brown wrappers and often sold in packs of 20 that resemble cigarette packs which are likely to be offered to or purchased by consumers as a cigarette. "Little Cigars" do NOT include small cigars such as Swisher Sweets.